

Montana FCCLA Study Guide



2008-2009 State Executive Council

District I: Misha Kearns (Sunburst, MT) State Secretary
District II: Rikayla Todd (Three Forks, MT) Peer Education
District III: Sara Jestrab (Havre, MT) Community Service
District IV: Cari Sielbach (Billings, MT) State Officer At-Large
District V: Whitney Corneliusen (Terry, MT) Membership
District VI: Mariah Horvath (Darby, MT) Public Relations
District VII: Bryanna Peterson (Polson, MT) Star Events
District VIII: Karli Peterson (Plentywood, MT) Individual Programs
District IX: Joe Deeney (Grass Range, MT) Parliamentary Law
District X: Jill McLaughlin (Harlowton, MT) President
District XI: Jade Northrop (Ennis, MT) State Treasurer

National President: Brennen Clouse
National VP of Parliamentary Law: Casey Felz (Three Forks, MT)

State Parent: Lisa Kearns
State Advisor: Megan Anderson
State Executive Secretary: Connie Dempster
National Executive Director: Michael Benjamin

FCCLA Creed

*We are the Family, Career and
Community Leaders of America.
We face the future with warm courage
And high hope.*

*For we have the clear consciousness of
Seeking old and precious values.
For we are the builders of homes,
Homes for America's future,
Homes where living will be the
Expression of everything that is good and fair,
Homes where truth and love and security
And faith will be realities, not dreams.*

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FCCLA Fast Facts

Motto: "Toward New Horizons"

Flower: Red Rose
symbolizes a desire for joy
in everyday living.

Colors: Red and white

Red: suggests strength,
courage and determination

White: symbolizes
sincerity of purpose and
integrity of action.

FCCLA Mission

To promote personal growth and leadership development through family and consumer sciences education. Focusing on the multiple roles of family member, wage earner, and community leader, members develop skills for life through:

- Character development;
- Creative and critical thinking;
- Interpersonal communications;
- Practical knowledge;
- Vocational preparation.

National Publications

Teen Times, the official magazine of FCCLA, is published quarterly during the school year and distributed to affiliated members.

Family, Career and Community Leaders
of America Inc.
National Headquarters
1910 Association Drive
Reston, VA 20191-1584
<http://www.fcclainc.org>

The FCCLA Emblem

Ellipse- portrays the dynamic and all encompassing strength and presence of Family, Career and Community Leaders of America.

Arrow- symbolizes our ongoing quest for excellence as Family, Career and Community Leaders of America



Career Connection

Through individual, cooperative, and competitive activities, members discover their strength, target career goals, and initiate a plan for achieving the lifestyle they desire. This program offers six unit areas:

- Plug In to Careers
- Sign On to the Career Connection
- Program Career Steps
- Link Up to Jobs
- Access Skills for Career Success
- Integrate Work and Life



FACTS (Families Acting for Community Traffic Safety)



- Think SMART (Students Making Awareness Real for Teens)
- Buckle UP
- Arrive Alive

Community Service

This national program helps members turn youth concerns into leadership and action to improve local communities.

- Receive recognition and awards for your chapter.
- Have fun helping your community.
- Conduct a Join Hands Day on June 21st.



FCCLA Planning Process

- ✓ Identify concerns
- ✓ Set a goal
- ✓ Form a plan
- ✓ Act
- ✓ Follow up

Financial Fitness

This national program educates your peers to earn, save and spend money wisely with projects related to banking basics, cash control, making money, consumer clout, and financing your future.



STAR Events (Students Taking Action with Recognition)

This program helps students build skills and achievement in leadership and job-related areas. Events include:

- ❖ Applied Technology
- ❖ Career Investigation
- ❖ Chapter Service Project
- ❖ Chapter Showcase
- ❖ Culinary Arts*
- ❖ Early Childhood
- ❖ Entrepreneurship
- ❖ Fashion Construction
- ❖ Focus on Children
- ❖ Hospitality
- ❖ Illustrated Talk
- ❖ Interior Design
- ❖ Interpersonal Communications
- ❖ Job Interview
- ❖ Life Event Planning
- ❖ National Programs in Action
- ❖ Parliamentary Procedure
- ❖ Recycle and Redesign

** Not in Montana*



Dynamic Leadership

A resource to build strong leaders through FCCLA and family and consumer sciences education. Dynamic Leadership provides information, activities, and project ideas to help young people:

- ◇ Learn about leadership;
- ◇ Recognize the lifelong benefits of leadership skills;
- ◇ Practice leadership skills through FCCLA involvement;
- ◇ Become strong leaders for families, careers and communities.

Stop the Violence (Students Taking on Prevention)

This national program is a peer-to-peer outreach initiative that empowers students with attitudes, skills and resources to make their school safer. The “3R’s” of STOP are:

- Recognize
- Report
- Reduce



Families First

This is a national FCCLA peer education program through which young people gain a better understanding of how families work and learn skills to become strong family members. The units are:

- Families Today
- You-Me-Us
- Balancing Family and Career
- Meet the Challenge
- Parent Practice



Regions

Central Region: Illinois, Indiana, Iowa, Kansas, Kentucky, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Ohio, South Dakota, Wisconsin

North Region: Connecticut, Delaware, District of Columbia, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont, West Virginia

Pacific Region: Alaska, Arizona, California, Colorado, Guam, Hawaii, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington, Wyoming

Southern Region: Alabama, Arkansas, Florida, Georgia, Louisiana, Mississippi, North Carolina, Oklahoma, Puerto Rico, South Carolina, Tennessee, Texas, Virginia, Virgin Islands

Alumni & Associates

National Alumni & Associates supporters are former members of FCCLA, FHA/HERO, new Homemakers of America, honorary FCCLA members, present and former Family and Consumer Sciences and Home Economics Educators, parents, teachers, employers, and other corporate sponsors.



Brand FCCLA

Brand FCCLA is the national image and awareness campaign to gain recognition on a local, state, and national level. National FCCLA will provide members and advisers with the tools and training to promote FCCLA in the best way possible.

Membership Campaign

Be Part of It is the membership campaign. The six steps of the membership drive are:

- Start
- Recruit
- Retain
- Recognize
- Affiliate
- Plan



Student Body

This is a national program that helps young people learn to make informed, responsible decisions about your health. Create fun activities that teach your peers to:

- Eat right
- Be fit
- Make healthy choices



Adviser Recognition Program

Advisers can earn national recognition in one of the following categories:

- Master Adviser
- Adviser Mentor
- Years of Service
- Spirit of Advising

Step One

Step One is a fast and fun way for old and new members to learn about FCCLA through an “Expedition.” The activity materials and certifications of completion can be found on the Be Part of It disk.

Leaders at Work

This program recognizes young people who strengthen leadership skills on the job. The goals of Leaders at Work are to recognize career-oriented FCCLA members, encourage members’ leadership development, and promote family and consumer sciences and other related occupations. This is available in six career areas related to family and consumer sciences.

- Early childhood, education, and services
- Food production and services
- Hospitality, tourism, and recreation
- Housing, interiors, and furnishings
- Textiles and apparel
- Family and consumer sciences education



Japanese Exchange Program

Full scholarships for FCCLA members are offered to sophomores and juniors in high school. This includes living with a Japanese family for six weeks, visiting fascinating and beautiful sights, developing independence, and learning about yourself.

Sponsored by: The Kikkoman Corps

FCCLA History & Facts

- The organization was founded in Chicago on **June 11, 1945**.
- FCCLA is sponsored by the U.S. Department of Education and the American Association of Family and Consumer Sciences.
- The FCCLA Tagline is “**The Ultimate Leadership Experience.**”
- The FCCLA Motto is “**Toward New Horizons.**”
- The state of Montana has **11 Districts** and may have **up to 13 state officers** which may include 2 national officer candidates.
- FHA/HERO was changed to FCCLA in 1999 in Boston, MA.
- FCCLA 2009 Week’s Theme: “Motivation in Motion.” (February 9th-14th)

The FCCLA Purposes

1. To provide opportunities for personal development and preparation for adult life.
2. To strengthen the function of the family as a basic unit of society.
3. To encourage democracy through cooperative action in the home and community.
4. To encourage individual and group involvement in helping achieve global cooperation and harmony.
5. To promote greater understanding between youth and adults.
6. To provide opportunities for making decisions and for assuming responsibilities.
7. To prepare for the multiple roles of men and woman in today’s society.
8. To promote family and consumer sciences and related occupations.

Outreach Program

2008-2009 State Outreach Project: **March of Dimes**

(National Project is Feed the Children, but Montana will have an independent project due to unavailability in our state.)

Power of One

This is an exciting, self-directed program that lets you set goals for yourself and work to achieve them through five fun, activity-filled units.

- A Better You
- Family Ties
- Working on Working
- Take the Lead
- Speak Out for FCCLA



Ultimate State Officer Academy

Phase 1: National Leadership Meeting
July 13-17, 2008 Orlando, FL

Phase 2: Capitol Leadership
September 25-28 Washington, D.C.

Phase 3: National Cluster Meetings
November 14-16 Jacksonville, FL
 Providence, RI
November 21-23 Cincinnati, OH
 Dallas, TX

Phase 4: National Leadership Conference
July 12-16, 2009 Nashville, TN

Parliamentary Procedure

Parliamentary Procedure is a set of rules for conduct at meetings that allows everyone to be heard and to make decisions without confusion.



The **four basic principles** of parliamentary law are:

- Courtesy and justice for all
- One item of business at a time
- The minority must be heard
- The majority must prevail

A **motion** is an idea brought before the group for discussion and decision. There are several classifications of motions and a variety of procedures related to them. The four basic types of motions are:

- Main motion
- Subsidiary motion
- Privileged motion
- Incidental motion

The **main motion** is used to get group approval for a new project or some other course of action. Use the following procedure: The member rises and addresses the chair.

- When recognized, the member begins the motion with these words: **“I move that...” or “I move to...”**

Never, under any circumstances, say, “I make a motion...”

- Following the motion, a second is needed to make sure at least one more member is interested. Members should say, **“I second the motion” or “Second.”** If no one seconds, the motion dies for a lack of a second.

Voting on a Motion:

The method of voting on any motion depends on the situation and the by-laws of policy of your organization. There are **five methods** used to vote by most organizations. They are:

- By Voice
- By Roll Call
- By General Consent
- By Division
- By Ballot



Gavel Usage:

1 Tap: Follows the announcement of adjournment, the completion of a business item, or is a message to the member to be seated following the opening ceremony.

2 Taps: The signal for all members to stand in unison on the third tap.

A series of sharp taps is used to restore order at a meeting. For instance, discussion may venture away from the main motion and attention needs to be brought back to the matter at hand; the chairman should rap the gavel a number of times to get the group's attention.

Definitions

Acclamation: An oral, or voice, vote

Affirmation: “For” or “yes” vote

Adjourn: To end the meeting

Agenda: Order of business for the meeting

Amendment: A change in or addition to the main motion; amendments can also be amended once

Chair, Chairman, Chairperson: Person presiding at a meeting

Debate: Discussion for or against the motion

Division (Division of the House): When a member disagree with a voice vote and calls for a counted vote; does not require a second

Gavel: A tool for calling the meeting to order

General (or Unanimous) Consent: If there are no objections, passing a motion without debate or vote

Majority: Over half of the votes cast; sometimes called simple majority, which is 50 percent plus 1

Methods of Voting: *Voice vote:* aye and no, general consent; *Roll call:* raising hand or standing; *Ballot:* secret ballot, usually written or recorded by voting machine

Minority: The smaller number; less than 50 percent

Minutes: Written record of the meeting

Motion: An idea brought before the group for consideration

Parliamentarian: One who has knowledge of parliamentary procedure and is skilled in its practice

Pending: Has not been voted on; is still “on the floor”

Plurality: A larger vote than for any other candidate but not more than half the total votes cast; never elects unless a special rule has been made to that effect

Point of Information: To ask for clarification

Point of Order: To correct a breach of order or error in procedure

Postpone: Puts off a motion until some future time

Previous Question: A call to end discussion and vote on the pending motion; a second is required

Putting the Question: When chair takes vote for and against a motion and announces the results

Quorum: Minimum number of members that must be present to conduct the business of the meeting; usually a simple majority unless otherwise specified in the bylaws

Second: Means another member supports motion

Stating the Question: Chair restates the exact motion after the second and indicates it is open for debate